Tempe Tempe

Comparison of Tuition Reimbursement Programs

	Chandler	Glendale	Mesa	Phoenix	Scottsdale 0	Tempe 😃
Eligible Employees	Regular full & part- time (min 20 hrs.)	Full-time who have completed 1 year with City	Regular full and part- time benefited after probation period (sworn & At-Will required to complete 1 year of service)	All full-time, benefit-eligible positions	Full time, job share, and benefited part- time employees	Regular full time and part time
Programs Covered	Undergraduate or Graduate degrees, technical trades	Courses, not programs are assessed for eligibility	Undergraduate, Graduate, or Doctoral degrees, technical trades	Unless prior approval obtained all courses must be applied to an established degree program.	Only academic credit courses (Associates, Bachelor & Masters); non-credit and certification programs are not eligible	Associates, undergraduate, graduate, certification (with limitations)
Grade Required	C or higher	C or higher for undergraduate; B or higher if graduate	C or higher (Graduate grades may be required to be higher in line with institutional requirements.)	C or higher for undergraduate and B or better for graduate courses	Reimbursement is on a sliding scale according to grades received	C or higher for undergraduate and B or higher for Graduate, or Pass
PhD Eligible	No	Yes – if course meets criteria	Yes	Yes	Information not available	No
Maximum Annual Reimbursement	\$3,200	\$2,500- reimbursement is at current credit hourly rate of AZ universities.	\$7,896 – based on indexing tuition costs for ASU (limited to available funds in employee's department)	Equal to the full- time resident undergraduate tuition at ASU for 2 semesters.	\$4,000 – FY2009/10. Reimbursement amount based on grade received.	\$5,000
Fees, Books, Supplies &	No	No	No	Up to \$175 of the maximum tuition	Information not available	Yes – books, and some supplies and

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	Chandler	Glendale	Mesa	Phoenix	Scottsdale 0	Tempe 2
Materials Covered?				reimbursement benefit for books and lab fees		related fees.
Tuition Reimbursement reduced by outside non-repayable funding sources	Yes	Yes - details-includes military funding, grants & scholarships	Yes (Veteran's Assistance not considered reimbursable)	Yes – Includes grants, stipends, scholarships, Veteran's Education Assistance or tuition assistance of any kind	Information not available	Yes – total
Repayment Clause	Yes-if employee terminates for any reason within 12 months of being reimbursed, 100% is refundable to City	Yes-if employee terminates within 12 months of being reimbursed, 100% is refundable to City. (Excludes layoffs, disabilities, or occupational illnesses or injuries.)	Yes if employee voluntarily terminates within 24 months of reimbursement. Not required for employees who are dismissed or resign in lieu of dismissal.	No	Yes if employee terminates within 12 months of receipt of assistance – must return all to the city.	Yes-voluntary terminations (including retirement) must repay the city for reimbursements received during 12 months prior to termination date.
Preapproval required	No	Yes – not eligible unless submitted prior to beginning the course.	Yes – forms must be received 14 days after the course start date to be eligible.	Annual submission cut-off date is September 30	Yes	Yes – must be preapproved by supervisor and TLC
Submission of Course Completion Documentation Timing Requirement	No	Yes – 60 days or not eligible	Yes – within 6 months from date course ended	Yes – until Sept 30 after fiscal year end or not eligible	Must be received 30 days after grade received	Yes – employees have 12 months after successful completion of course

[•] Scottsdale's program has been temporarily suspended

¹⁰ Tempe's Administrative Memo of March 8, 2007 used for comparison